

## ***Illinois Valley Regional Dispatch Board***

LaSalle, Peru, Oglesby & Mendota ETSBs

Meeting Minutes

May 26, 2020

### **CALL TO ORDER**

The meeting was held Tuesday, May 26, 2020. Due to Coronavirus COVID-19, the meeting was held remotely via the WebEx Conference Call Platform with the board, staff, press and public having the ability to participate in the meeting by dialing 312-535-8110 using access code 622-351-402 and password 5272553. Chairman Andy Bacidore called the meeting to order at 10:01 a.m.

### **ROLL CALL**

Voting & Quorum Members Present:

Doug Bernabei, Jason Curran, John Duncan, Brian Fisher, Doug Hayse, Joe Hogan (10:05 a.m.), Dominic Rivara, Dennis Rutishauser, Scott Samolinski, Vice Chairman Greg Kellen, Chairman Andy Bacidore. Absent: David Boelk (Hunt), Jeff Grove, Scott Harl, Jeff King, Ron Porpurella

Non-Voting Members Present: Earlville Fire Protection District, City of Spring Valley

### **MINUTES**

Chairman Bacidore presented the minutes of the IVRD meeting of February 25, 2020. Jason Curran made a motion that the minutes be received and placed on file. John Duncan seconded the motion. All in favor; motion carried.

### **PUBLIC FORUM (CITIZEN COMMENT)**

None

### **COMMUNICATIONS**

None

### **COMMITTEE REPORTS**

#### **FIRE/EMS OPERATIONS COMMITTEE**

Committee meetings suspended due to COVID-19. Next meeting to be determined.

#### **LAW ENFORCEMENT OPERATIONS COMMITTEE**

Committee meetings suspended due to COVID-19. Next meeting to be determined.

#### **BUILDING & GROUNDS COMMITTEE**

Dennis Rutishauser will coordinate a time for Kmetz Architects to visit the potential Mendota location to conduct an analysis of the facility.

#### **PERSONNEL UPDATE**

None

#### **LABOR MANAGEMENT COMMITTEE**

None

#### **IVRD PSAP MANAGER REPORT**

PSAP Manager Fisher reported postponement of all outside work/vendors coming into ValCom. Work will be rescheduled as soon as the stay-at-home order is lifted.

COVID-19 policy on sick leave has been implemented. Continuity of Operations Plan (COOP) has been established due to the COVID-19 crisis.

DUNS number has been obtained on behalf of IVRD.

## **CHAIRMAN'S REPORT**

PSAP Manager Fisher reported on an unpaid maternity leave which would have been on the March agenda for approval and is on the May agenda for retroactive approval. The TC has now returned to work. Joe Hogan made a motion to retroactively approve the unpaid FMLA leave of absence for T07. Scott Samolinski seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, Rivara, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, King and Popurella absent; motion carried.

## **FINANCIAL REPORT**

Justin Miller presented and reviewed the March and April financial reports. The May report will be provided at the June meeting. John Duncan made a motion to receive and place the March and April financial reports on file and to approve and pay bills in the usual manner. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, Rivara, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, King and Popurella absent; motion carried.

## **ACTIVITY REPORT**

Chairman Bacidore presented and reviewed the February, March and April Activity Reports. Doug Bernabei made a motion to receive and place the February, March and April Activity Reports on file. John Duncan seconded the motion. All In favor; motion carried.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

Chairman Bacidore announced a communication received regarding the appointment of Oglesby Police Chief Doug Hayse to the IVRD Board. The board welcomed Chief Hayse. Dominic Rivara made a motion to receive and place on file the communication of the appointment of Oglesby Police Chief Doug Hayse to the IVRD Board. Jason Curran seconded the motion. All in favor; motion carried.

Chairman Bacidore reported a letter of gratitude and well-wishes was sent on behalf of the IVRD Board to retired Oglesby Police Chief Knoblauch for his work with the IVRD Board.

Dominic Rivara made a motion to approve authorizing the IVRD Procedure for COVID-19, retroactive to April 1, 2020. Doug Bernabei seconded the motion. All in favor; motion carried.

PSAP Manager Fisher reported the board voted last fall to install the Text2911 service. Intrado is the company performing the installation. Joe Hogan made a motion to approve contracting Intrado to provide the connection for Text2911 service with initial equipment and services at a cost of \$3,725 and recurring support services at a cost of \$3,300 per year for 5 years, with a total for year 1 at \$7,025 and then \$3,300 per year through 2025. Jason Curran seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, Rivara, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, King and Popurella absent; motion carried.

Justin Miller presented the fiscal 2021 IVRD budget. John Duncan made a motion to receive, place on file and adopt the fiscal 2021 IVRD budget. Dominic Rivara seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Fisher, Hayse, Hogan, Rivara, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Boelk (Hunt), Grove, Harl, King and Popurella absent; motion carried.

Chairman Bacidore presented the resolution establishing the pay and benefits for the PSAP manager. Chairman Bacidore commended PSAP Manager Fisher for her work with labor management, continuing her education through management classes, and overall exceptional job performance. The 2% increase reflects the same increase union members received. Scott Samolinski made a motion to approve the resolution establishing pay and benefits for the position of PSAP manager of the Illinois Valley Regional Dispatch retroactive to March 1, 2020. John Duncan seconded the motion. Melissa Carruthers called the roll with Bernabei, Curran, Duncan, Hayse, Hogan, Rivara, Rutishauser, Samolinski, Kellen and Bacidore voting aye; Fisher abstained; Boelk (Hunt), Grove, Harl, King and Popurella absent; motion carried.

**PUBLIC FORUM (CITIZEN COMMENTS)**

None

**EXECUTIVE (CLOSED) SESSION**

None

**SCHEDULE NEXT IVRD MEETING**

The next IVRD meeting will be at 10:00 a.m., Tuesday, June 30, 2020.

**ADJOURNMENT**

Jason Curran made a motion to adjourn the meeting. Chairman Bacidore seconded the motion. All in favor; motion carried. The meeting adjourned at 10:23 a.m.